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CANNON BUILDING
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DOVER, DELAWARE 19904-2467

STATE OF DELAWARE
DEPARTMENT OF STATE

DIVISION OF PROFESSIONAL REGULATION

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WEBSITE: WWW.DPR.DELAWARE.GOV

PUBLIC MEETING NOTICE:	REAL ESTATE EDUCATION COMMITTEE
MEETING DATE AND TIME:	Thursday, June 6, 2013 at 9:30 a.m.
PLACE:	Division of Professional Regulation 861 Silver Lake Boulevard, Cannon Building Second Floor Conference Room A Dover, Delaware

AMENDED AGENDA
(Amended items are denoted with an asterisk)

- 1.0 Call to Order
- 2.0 Review and Approval of Minutes
 - 2.1 Meeting Minutes – May 2, 2013
- 3.0 Unfinished Business
 - 3.1 Continued Discussion Regarding Hosting an Informational Workshop for Course Providers
 - 3.2 Review Previously Tabled Instructor Application for Niles Breland Jr.
- 4.0 New Business
 - 4.1 Update from the Commission – Ms. Benson
 - 4.2 Review of Negative Instructor Evaluation
 - 4.2.1 Philip McGinnis
 - 4.3 Review of Course Provider Applications
 - 4.3.1 Course Provider: Century 21 Gold Key Realty
 - 4.3.1.1 Course Title: Delaware Agreement of Sale
Credit Hours: 3.0

Module: 3

4.3.2 Course Provider: The CE Shop, Inc.

4.3.2.1 Course Title: The Fundamentals of Commercial Real Estate
Credit Hours: 3.0
Module: 6

4.3.2.2 Course Title: Anatomy of Commercial Building
Credit Hours: 3.0
Module: 6

4.3.3 Course Provider: Sussex County Association of Realtors

4.3.3.1 Course Title: Show Me the Money!
Credit Hours: 3.0
Module: 5

*4.3.3.2 Course Title: DSHA Homeownership Financing Programs
Credit Hours: 3.0
Module: 7

4.3.4 Course Provider: Omega Real Estate School

4.3.4.1 Course Title: The Code of Ethics
Credit Hours: 3.0
Module: 2

4.3.4.2 Course Title: Introduction to Professional Property Management
Credit Hours: 3.0
Module: 6

4.3.4.3 Course Title: Using Green to Market Buyers and Sellers
Credit Hours: 3.0
Module: 7

4.3.4.4 Course Title: Legislative Issues
Credit Hours: 3.0
Module: 5

4.3.4.5 Course Title: Obtaining and Retaining Listings
Credit Hours: 3.0
Module: 7

4.3.5 Course Provider: Association of Realtors School

4.3.5.1 Course Title: Senior Housing Choices – Should I Stay or Should I Go?
Credit Hours: 3.0
Module: 7

4.3.5.2 Course Title: Understanding Negotiation: The Parties, Their Roles & Their Emotions
Credit Hours: 6.0
Modules: 6 and 7

4.3.6 Course Provider: McKissock, LP

- 4.3.6.1 Course Title: The Ins and Outs of Property Management
Credit Hours: 3.0
Module: 7
- 4.3.6.2 Course Title: Simple Questions, Big Consequences: How to Avoid Fair Housing Violations
Credit Hours: 3.0
Module: 7
- 4.3.6.3 Course Title: Danger in Plain Sight: Understanding Lead Paint for Property Managers
Credit Hours: 3.0
Module: 7
- 4.3.6.4 Course Title: A Property Manager's War Chest of Tools for Conflict Resolution
Credit Hours: 3.0
Module: 7
- 4.3.6.5 Course Title: A Day in the Life of a Buyer Agent
Credit Hours: 3.0
Module: 7

4.3.7 Course Provider: Maryland Association of Realtors

- 4.3.7.1 Course Title: Contracts: Formation and Termination
Credit Hours: 3.0
Module: 3
- 4.3.7.2 Course Title: Does Your Rental Property Still Measure Up?
Credit Hours: 3.0
Module: 7
- 4.3.7.3 Course Title: Lending's Fine Line: Creative Financing or Predatory Pitfall
Credit Hours: 3.0
Module: 7
- 4.3.7.4 Course Title: Critical Rules, Reforms & New Realities
Credit Hours: 3.0
Module: 7
- 4.3.7.5 Course Title: Cracking the Credit Code: The Key to More Mortgages
Credit Hours: 3.0
Module: 7
- 4.3.7.6 Course Title: Ethics is the End Game
Credit Hours: 3.0
Module: 2
- 4.3.7.7 Course Title: Lead Paint & the EPA: 37,500 Reasons to Care
Credit Hours: 3.0
Module: 5
- 4.3.7.8 Course Title: Property Management – A Smart Addition to Your Service Portfolio

Credit Hours: 3.0

Module: 7

4.3.7.9 Course Title: The Many Risks in Real Estate

Credit Hours: 3.0

Module: 7

4.3.8 Course Provider: Stephen M. Marcus

4.3.8.1 Course Title: Selling HUD Homes – Making it Easy!

Credit Hours: 3.5

Module: 6

*4.3.9 Course Provider: Kent County Association of Realtors

4.3.9.1 Course Title: What's the Difference between Business Ethics & Personal Ethics?

Credit Hours 3.0

Module: New Licensee Module 1

4.3.9.2 Course Title: The Agreement of Sale

Credit Hours: 3.0

Module: New Licensee Module 2

4.3.9.3 Course Title: Know Your Paperwork

Credit Hours: 3.0

Module: New Licensee Module 3

4.3.9.4 Course Title: Follow the Golden Rule

Credit Hours: 3.0

Module: New Licensee Module 4

*4.3.10 Course Provider: The Commercial Real Estate School of TriState Realtors Commercial Alliance

4.3.10.1 Course Title: Owning Versus Leasing Real Estate

Credit Hours: 3.0

Module: 7

4.4 Review of Instructor Applications

4.4.1 Jason Harman

Continuing Education: Module 7 – What's Under Your House?

4.4.2 Mark Holloway

Continuing Education: Module 2 & 5; Module 7 – RE Ethics and Professional Standards; Agency Relation/Responsibilities; Professional Enhancements for Practicing Licensees

Pre-Licensing Course: Orientation; Real Estate Sales; Real Estate Mathematics

4.4.3 Stephen Marcus

Continuing Education: New Licensee Modules 1 - 4; Continuing Education Modules 2 – 6

Pre-Licensing Course: Orientation; Real Estate Sales; Real Estate Mathematics

4.4.4 Deirdre McCartney

Continuing Education: Module 2; Module 7 - Evictions

Broker's Course: Legal & Governmental Aspects of Real Estate

4.4.5 Alvin Monshower

Continuing Education: New Licensee Module 1; Continuing Education Modules 1 – 6; Module 7 – Legislative Updates; Risk Reduction; Buyer Agency; Procuring Cause; Disclosure, Ethics; What's Material?; Contract Formation & Termination; Real Estate Hot Buttons and Issues, Short Sales Done the Right Way

4.4.6 Stephen Norman

Continuing Education: Modules 3 & 5

Pre-Licensing Course: Real Estate Law

Broker's Course: Real Estate Documents, Legal & Governmental Aspects of Real Estate

4.4.7 Paul Dizmang

Continuing Education: Module 7 – Lead Paint & the EPA; Property Management – A Smart Addition to Your Service Portfolio

4.4.8 Chandra Hall

Continuing Education: Module 7 – Lending's Fine Line; Cracking the Credit Code; Critical Rules, Reforms & New Realities

4.4.9 Deborah Hutson

Continuing Education: Module 2

4.4.10 Charles Kasky

Continuing Education: Module 7 – The Many Risks in Real Estate

4.4.11 Marilyn Lyons

Pre-Licensing Course: Orientation; Real Estate Mathematics

*4.4.12 John Tarburton

Continuing Education: Modules 3 & 5

Pre-Licensing: Real Estate Law

Broker's Course: Legal & Governmental Aspects of Real Estate

*4.4.13 Robert Fleck

Continuing Education: Module 7 – A Day in the Life of a Buyer Agent

*4.4.14 Travis Martinez

Continuing Education: Module 7 – A Property Manager's War Chest of Tools for Conflict Resolution; The Ins and Outs of Property Management; Danger in Plain Sight: Understanding Lead Paint for Property Managers; Simple Questions, Big Consequences: How to Avoid Fair Housing Violations as a Property Manager

4.5 Review of Student Requests for Approval of Continuing Education Activities

- 4.5.1 Student Name: Brian Doreste
Course Title: R.E. Office Management
Course Provider: Polley Associates
Credit Hours: 21.0
Module(s): 1-7
- 4.5.2 Student Name: Cindy Benjamin
Course Title: New Salesperson Module 2 – Agreement of Sale Buyer Representation
Course Provider: Sussex County Association of Realtors
Credit Hours: 3.0
Module(s): 7
- 4.5.3 Student Name: Mary Linthicum
Course Title: The Code of Ethics – Your Promise to Professionalism (New Salesperson Module 1)
Course Provider: Sussex County Association of Realtors
Credit Hours: 3.0

Module(s): 2
- 4.5.4 Student Name: Mary Linthicum
Course Title: New Salesperson Module 2 – Agreement of Sale Buyer Representation
Course Provider: Sussex County Association of Realtors
Credit Hours: 3.0
Module(s): 3
- 4.5.5 Student Name: Tiffany Walter
Course Title: NAR Ethics
Course Provider: Sussex County Association of Realtors
Credit Hours: 3.0
Module(s): New Salesperson Module 1
- 4.5.6 Student Name: Trever Clark
Course Title: NAR Ethics
Course Provider: Sussex County Association of Realtors
Credit Hours: 3.0
Module(s): New Salesperson Module 1
- 4.5.7 Student Name: Laura James
Course Title: New Salesperson Module 4 – Real Estate Professionalism
Course Provider: Sussex County Association of Realtors
Credit Hours: 3.0
Module(s): 2
- 4.5.8 Student Name: Lauren Schuyler
Course Title: New Salesperson Module 4 – Real Estate Professionalism
Course Provider: Sussex County Association of Realtors
Credit Hours: 3.0
Module(s): 7

5.0 Correspondence

6.0 Other Business before the Committee (for discussion only)

7.0 Public Comment

8.0 Next Meeting – June 27, 2013 at 1:00 p.m.

9.0 Adjournment

Please Take Note: To assure consideration of an application at a meeting, the Board office must receive all of these items no later than 4:30 p.m. ten full working days before the meeting date:

- Completed, signed and notarized application form,
- Fee payment, and
- All required documentation.

A final amended agenda will be published to reflect any items received after the original agenda is posted.

Unforeseen circumstances may result in a meeting being cancelled due to a lack of quorum.

Pursuant to 29 Delaware Code, Section 10004(e)(2), the Board shall pre-announce or pre-publish all Executive Sessions; however, such agenda shall be subject to change to include additional items including Executive Sessions which arise at the time of the body's meeting.

MEMBERS: PLEASE CALL THE BOARD OFFICE AT 302-744-4500 OR EMAIL customerservice.dpr@state.de.us IMMEDIATELY IF YOU CANNOT ATTEND THE MEETING. THANK YOU.